



Hotel Royal

L I M I T E D

HOTEL ROYAL LIMITED

(Co. Reg. No. 196800298G)
(Incorporated in the Republic of Singapore)

5 April 2024

Dear Shareholders,

NOTICE OF ANNUAL GENERAL MEETING & PROXY FORM REQUEST FORM FOR PRINTED COPY OF ANNUAL REPORT

We are pleased to enclose printed copies of the Notice and Proxy Form for the upcoming Annual General Meeting of Hotel Royal Limited (the "**Company**") to be held physically at the Hotel Royal, Level 3, Royal Room 1, 36 Newton Road, Singapore 307964 on Friday, 26 April 2024 at 2.30 p.m.

In line with the Group's ongoing sustainability strategy, we have discontinued the practice of mailing the Company's annual reports for the financial year ended 31 December 2023 (the "**Annual Report 2023**"). Our full electronic copy of the Annual Report 2023 are now available for viewing and can be downloaded from the SGXNET at <https://www.sgx.com/securities/company-announcements> and the Company's website at <http://hotelroyal.listedcompany.com/home.html>. You will need an internet connection and a PDF reader to view the Annual Report 2023.

We sincerely hope that you will embrace e-communications and join our sustainability efforts. If you still wish to receive a printed copy of our Annual Report 2023, please complete, sign and return the Annual Report 2023 Request Form to the Company through any of the following means. The printed copy will be mailed to you within 5 working days upon receipt of your request:

- (i) via email to ir@hotelroyal.com.sg; or
- (ii) by post, to be deposited at the registered office of the Company at 36 Newton Road, Singapore 307964.

Yours faithfully

For and on behalf of
Hotel Royal Limited

Sin Chee Mei
Company Secretary



Hotel Royal
LIMITED

HOTEL ROYAL LIMITED

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(Incorporated in the Republic of Singapore)

ANNUAL REPORT 2023 REQUEST FORM

To: **Hotel Royal Limited**

Please send me/us a printed copy of Hotel Royal Limited’s Annual Report 2023.

Name(s) of Shareholder(s): _____

NRIC/Passport/Company Registration No.: _____

Mailing Address: _____

The shares are held by me/us under or through (please tick):

CDP Securities Account No.

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CPFIS/SRS Account

Physical Scrip

Signature(s):

Date:

Note: *This request is valid for the Annual Report 2023 only. Incomplete or incorrectly completed forms will not be processed.*

PERSONAL DATA PRIVACY:

By submitting a request form for a copy of the Annual Report 2023, you consent to the collection, use and disclosure of your personal data by Hotel Royal Limited (or its agents or service providers) for the purpose of processing, administration and delivery of the requested documents by the Company (or its agents or service providers), and in order for the Company or its agents or service providers to comply with any applicable laws, listing rules, regulations and/or guidelines.